



**Town of Garner**  
**2017 Independence Day Celebration**  
**Crafts and Games Application**  
(REVISED March 2017)

**Craft & Game Application**

If approved....

- Your organization will be assigned a craft station at the event with a potential to reach thousands of patrons.
- Your logo will appear on the Partners page of our July 3 website with a link to your website.
- Your organization will be included by name in our June e-mail blast for the event upon acceptance.

**Rules**

- All crafts and games require Town of Garner approval.
- Craft and game partners must provide free activities for a minimum of 500 children, suitable for ages 3-15 years that represent the spirit of Independence Day (i.e. Uncle Sam Masks or Bald Eagle puppets). All supplies must be non-toxic and your organization must have adequate staff on-hand to assist children.
- Craft and game partners may pass out flyers, coupons or other promotional materials at their tent but may not actively proselytize or solicit to patrons.
- Organizations will be required to provide their own tents, tables and chairs.
- The schedule for set up and breakdown is as follows:

2:00 p.m.	Load in	5:00 p.m.	Tents open
4:30 p.m.	Set up complete	8:00 p.m.	Tents close in Kids Zone
- No early exits will be allowed unless the event is cancelled by Garner Parks, Recreation and Cultural Resources Department. This event is rain or shine unless otherwise determined due to dangerous weather conditions.
- Groups must supply a certificate of liability insurance with the Town of Garner added as additionally insured, or sign a waiver of liability.

**Please return your completed application and insurance certificate by May 19, 2017 to:**

**Electronically:**

cwood@garnernc.gov

**By Mail:**

Garner Parks, Recreation & Cultural Resources  
Attn: Debbie Dunn  
900 7<sup>th</sup> Avenue  
Garner, NC 27529

**In Person:**

Garner Performing Arts Center  
Christian Wood  
742 W Garner Rd.  
Garner, NC 27529

For more information or for questions regarding your application please contact Jill McAllister at  
(919) 661-6985 or cwood@garnernc.gov

**PLEASE SEE PAGE 2 FOR APPLICATION**



## Town of Garner 2017 Independence Day Celebration Crafts and Games Application

Group Name: \_\_\_\_\_

Group Representative: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Email Address: \_\_\_\_\_ Size of Space Requested: \_\_\_\_\_

Description of crafts or games to be offered (please attach pictures or instructions for activity): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List materials to be used: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Size of tent space requested: \_\_\_\_\_

**Applications are due by Friday, May 19, 2017.**

**INDEMNIFICATION:** To the maximum extent allowed by law, the Vendor shall indemnify and save harmless the Town and its officers, officials, agents and employees from and against all claims, judgments, cost, expenses, including reasonable attorney's fees, which arise in any manner from or as a result of performance of this vendor agreement by, or the acts or omissions of, the Vendor or the Vendor's officers, officials, agents or employees. I have read and agree to follow the Vendor Rules and Regulations established by the Town of Garner.

**Have You Included:** ☐ **Picture/Instructions for Craft/Activity** ☐ **Proof of Insurance**

**I understand and agree to the conditions outlined above.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### For Office Use Only

Date Received: \_\_\_\_\_

Approved As Submitted: \_\_\_\_\_

Not Approved: \_\_\_\_\_

Time Received: \_\_\_\_\_

Approved with Modifications: \_\_\_\_\_

Notified: \_\_\_\_\_

Certificate of Insurance: Y or N